

Western Loudoun Girls Softball Association (WLGSA)

P.O Box 2816
Purcellville, Virginia 20134

League By-Laws

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LEAGUE-WIDE RULES

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LEAGUE-WIDE RULES

- Hereinafter, the Western Loudoun Girls Softball Association shall be referred to as the Western Loudoun Girls Softball League (WLGSL)
- WLGSL Games shall be governed by Amateur Softball Association of America (ASA) League Rules except as amended by these WLGSL By-Laws
- WLGSL as used herein shall mean the WLGSL Governing Board as stated in the WLGSA Constitution

Section 1.00 Administrative Regulations and Information

- Section 1.01 The following girls softball leagues shall be governed by these rules and regulations:
- a. Ages 6 & Under (Instructional) No Standings / receive participation awards
 - b. Ages 8 & Under (Instructional) Standings / receive participation awards
 - c. Ages 10 & Under Standings / receive participation awards
 - d. Ages 12 & Under Standings & awards per individual league rules
 - e. Ages 14 & Under Standings & awards per individual league rules
 - f. Ages 18 & Under Standings & awards per individual league rules

- Section 1.02 Registration Deadlines are as follows (unless a different date is determined by the Board):

Spring Season – on or around February 1

Fall Season – on or around August 1

- a. Refunds of registration fees may be requested prior to the close of registration. The Board will act upon such requests at that month's Board meeting. Refunds will be subject to a processing fee as determined by the Board. No refunds will be processed for refund requests made after the registration deadline.
- b. A "Wait List" will be utilized for a player who registers past the deadline and could be used to fill teams as needed. If the player is not utilized then the registration fee will be refunded within one month of the final rosters for all teams being established.

- Section 1.03 Qualification for participation in these girls' softball leagues is based on the following criteria:

- a. Submission of a completed team roster, accompanied by parental signed or League authorized registration for each child on a team roster.
- b. Rosters must have listed full names, uniform numbers, addresses, ZIP codes, telephone numbers, and elementary school attendance zone for each player. If any of this information is falsified, the player will be temporarily suspended from playing in games with the current team and will be forwarded immediately to the WLGSL for appropriate action. Appropriate action includes, but is not limited to, either placement on another team with all associated costs for a new uniform being the player's responsibility or expulsion from the league.

- Section 1.04 A Player assignment to a team is based upon elementary school attendance zone for the 6U, 8U, and 10U age divisions. Exceptions include: any students in overflow schools (they will be assigned to the closest town), insufficient number of players for a complete team in a town, balancing the number of players between towns, and other exceptions as deemed appropriate by the WLGSL.

- a. 6U, 8U and 10U teams will be determined at the Team Assignment Meeting, unless the town has enough players for more than one team. In that case, there will be a meeting with the Town Coordinator, Age Level Commissioner, and Coaches to create equitable teams.
- b. Players for the 12U and older age divisions will be selected via a draft and will be evaluated at a time and place designated by the WLGSL. Players will be placed on teams via a draft conducted by the age level Commissioner. The draft will be performed using a "snake"-type draft order (i.e., Team 1, Team 2, Team 3, Team 3, Team 2, Team 1, Team 1, etc.)

Section 1.05 Games will not be postponed for any reason other than inclement weather or unavailability of playing sites, in which case, games will be canceled through the Parks & Recreation Office. Any other reason for postponement will be determined by the WLGSL on a case-by-case basis.

Failure to report the results of all games (whether played or not) within 36 hours (by the home team Coach) to the scheduler, may result in the game being registered as a loss for the home team. The home team Coach will always be responsible for reporting the results of games.

Section 1.06 Reservations for dates and facilities designated by the Parks & Recreation office for regular season games, postponed games, playoff games, and tournament games will be made as soon as possible. In the event of continuous inclement weather, Sunday afternoons could be utilized for makeup games.

Section 1.07 All rosters, roster changes, protests or any other paper work affecting the administration of this League will not be official unless the WLGSL is notified in writing (via Town Coordinator or mail: P.O. Box 2816, Purcellville, VA 20134). All documents shall be sent by mail should be verified by telephone and/or email.

Section 1.08 WLGSL Spring Tournament Play: At the conclusion of regular season play, 8U and up age groups will have post season tournaments scheduled, which may extend beyond the end of school year.

Section 1.09 Each Coach is **required** to carry these bylaws, the age division rules, and their roster to each game in case of an alleged violation by an official and/or team. A copy of these rules must be presented to the staff, the opposing team and the official immediately after the alleged violation. The violation must be corrected before the game may continue.

Section 1.10 Continued violations of any of these rules and regulations by a team or player may result in forfeiture of the game, removal of player from league, or team being dropped from League.

Section 1.11 Any questions or situations not included in these rules or official interpretation thereof shall use the WLGSL Issue Resolution Process. The process is defined as follows:

1. The issue should be communicated to player's Head Coach in a respectful manner, (WLGSL recommends waiting until the following day, before communicating the issue to allow emotions from interfering with issue resolution.)
2. If the issue is not resolved with the Head Coach, then the issue should be communicated to the appropriate Age Group or Travel Team Commissioner in a respectful manner.
3. If the issue is not resolved with the appropriate Age Group or Travel Team Commissioner, then the issue should be communicated in writing to the WLGSL Board (board@wlgsl.org). The Board will communicate with the Head Coach, appropriate Age Group or Travel Team Commissioner and with any parties involved with the issue and resolve the issue. All decisions of the WLGSL Board are final.

Section 2.00 Coaches

- Section 2.01 The Coaches or his/her designee shall be the team representative.
- Section 2.02 Coaches must have successfully completed the certification requirements of the ASA with the minimum of Level-One Certification. This requirement contributes to a better sports program and the well-being of athletes through better coaching.
- Section 2.03 The team representative shall be responsible for the following:
- a. Attending all WLGSL Coaches meetings
 - b. Informing team members of the outcome of League meetings or protest review
 - c. Knowing the League rules and informing team members as to their interpretation
 - d. Distributing League materials to team members
 - e. Controlling the language and conduct of his/her players and spectators
 - f. Liaison to the WLGSL Town Coordinator
 - g. Work in conjunction with Town Coordinator to verify all player registrations are accurate within the town. (Prevent falsifying records see Section 1.03b)

Section 3.00 Officials

- Section 3.01 The officials for 6U games will be the responsibility of the home team.
- Section 3.02 Umpires for the 8U and 10U age groups will be provided by the League. If a League provided umpire is not available, the home team is responsible for providing a volunteer.
- Section 3.03 Umpires for the 12U and older divisions shall be assigned and provided by the WLGSL. If an umpire fails to appear, Coaches may, by mutual agreement, appoint an umpire for the game. The game may be rescheduled if Coaches do not agree on the appointment of an umpire. Games MUST be played if one umpire is present.
- Section 3.04 The umpire keeps the official time for all games.

Section 4.00 Player Eligibility

- Section 4.01 League age is determined by the age of the participant on January 1 of the current year. Players who have to move up to the next age group in the spring will be moved to that age group the previous fall.
- a. 6U - 6 years of age and under (Players must be age 5 by January 1 of the current year to be eligible)
 - b. 8U- 8 years of age and under
 - c. 10U - 10 years of age and under
 - d. 12U - 12 years of age and under
 - e. 14U -14 years of age and under
 - g. 18U - 18 years of age and under

- Section 4.02 A player shall be registered on the League website.
- Section 4.03 A player is to play only in her age class league. Players may request placement into an age division other than their age-appropriate division in writing to the age-appropriate Age Group Commissioner. Players will be evaluated by the Age Group Commissioners of the requested age group and the age-appropriate age group. Decisions will be made by the Age Group Commissioners and will be based on player performance, availability of positions on teams in each age group and any other circumstances deemed appropriate by the Commissioners.
- Section 4.04 Every effort will be made for a player to play in the jurisdiction (Town) where she attends or would have attended elementary school, unless a waiver has been granted by the WLGSL.
- Section 4.05 A player shall be a resident of Loudoun County, unless granted by exception by the Board.
- Section 4.06 A player may be on only one WLGSL “house” team roster during that team’s respective season.
- Section 4.07 League Player Call-Up Policy is designed to prevent forfeits and build relationships between upper and lower level teams.
- a. Situations that warrant a call-up is when a team has insufficient number of players to field a legal team due to absence of the players. Absence is defined as a player who cannot be there and not because the coach did not tell the player about the game. (Example - 4 out of 10 players are in the county chorus on game day)
 - b. Eligibility of players being called up are as follows:
 1. 6U players are NOT eligible
 2. A player may only play up one level above their registered level. (12U team can call up a 10U player: 10U can call up an 8U player)
 3. Calling team should have a designated team to call on, preferably within the associated town.
 - c. Limitations are as follows:
 1. No individual player can be called-up more than 2 times during the current season.
 2. Teams can call up enough to make a full starting team. In any case, no more than 3 players can be called up for one game.
 3. Participation of the called-up player must be voluntary.
 4. If a team member unexpectedly shows up, the coach should play both the team member and the called-up player. If more than one team member unexpectedly shows up, the called up player should not play.
 - d. The calling team coach must report the call-up to the Town Coordinator when they report the score of the game or before the next game.
- Section 4.08 Any player using an assumed name may be permanently barred from this League.
- Section 4.09 A “Travel Ball Player” is defined as any player who participates in any tournament team outside of WLGSL.

Section 5.00 Team Rosters

- Section 5.01 Team rosters will be determined as per Section 1.04. A Team Assignment Meeting will be conducted by the Board prior to each season. The recommended limit per team will be 12 players.
- Section 5.02 All Travel Ball Players must be specified on rosters by a “T” next to their jersey number.
- Section 5.03 All proposed roster changes, (i.e., additions, deletions, etc.) must be made in writing and filed with the WLGSL prior to that player’s participation in League games. A team roster may be changed only by the WLGSL. Coaches do not have the authority to make roster changes without the consent of the Board.
- Section 5.04 A player who is dropped from a team may not be reinstated to any team during that same season. No player may be dropped unless approved by the WLGSL Board.
- Section 5.05 If it is determined that a team roster is falsified, the Coach shall be suspended from participation in the WLGSL for the remainder of the season. Further action may be taken by the WLGSL.

Section 6.00 Uniforms and Equipment

- Section 6.01 All team players are requested to wear identical, like-colored jerseys. Duplicate player numbers are not permitted.
- Section 6.02 For safety and injury prevention, items deemed dangerous by the official, may not be worn during the game. Jewelry is prohibited.
- Section 6.03 All bats need to be “Official Fast pitch” bats that meet the Babe Ruth, USSSA, ASA, or NSA requirements. No other qualifying marks required.

Section 7.00 Forfeitures

- Section 7.01 If the minimum required number of players has not been met by 10 minutes past the scheduled start time, the game is forfeited. Only when an extreme emergency prevents a team from arriving will the game be declared “no contest” until the WLGSL reviews the circumstances and renders a decision.
- Section 7.02 A team playing an ineligible player shall automatically forfeit all games in which this player participated. Participation is defined as being on a team line-up for any given game. (Eligibility defined in Section 4)

Section 8.00 Protests

- Section 8.01 No protests on game situations (official’s judgment) are allowed. If a ruling is believed

to conflict with ASA rules or these special League rules or a question of eligibility is involved, a Coach may protest the game.

The official scorekeeper must enter “protest” in the scorebook. A written protest must be submitted to the WLGSL and postmarked within 48 hours after completion of the game unless modified by Section 9.04. A **\$25.00** fee must accompany each protest. If the appeal is granted, the fee will be returned. A postage meter machine tape will not be accepted as a postmark.

- Section 8.02 Each protest must contain the following information:
- a. Date, time, and place of game
 - b. Names of officials and scorekeepers
 - c. The rule and section of the official rules or League rules, under which the protest is made
 - d. The decision and conditions surrounding the making of the protest
 - e. All essential facts involved in the matter protested

Section 8.03 Protests will be reviewed by a 3 person Board designated by the WLGSL after receipt of the protest. This Board’s decision will direct whether the protest will be accepted or denied, as well as the status of the game. The decision of the WLGSL Board is final.

Section 8.04 During a tournament a protest must be filed with the tournament director within 1 hour. The tournament director shall make the decision as to whether the protest is valid or not within 1 hour after receiving the protest. The tournament director shall be appointed by the WLGSL Board.

Section 8.05 If any of the procedures for protest are not followed, the protest will not be accepted.

Section 9.00 Cancellation of Games

Section 9.01 When possible, games during the week will be canceled by the Loudoun County Parks, Recreation, and Community Services Department Sports Division by 3:00 p.m., by consulting with the maintenance foreman and/or area Coach. After this time, the home Coach may make a “game time decision” and cancel up until 1 hour prior to game time. If the opposing Coach cannot be reached, then the game may only be canceled at the site by mutual agreement between the home & opposing Coach up until game time. After game time, the umpire will have jurisdiction on cancellations on “game time decisions”.

Section 9.02 Weekend games will be canceled either by the Loudoun County Parks, Recreation, and Community Services Department Sports Division (priority 1 & 2 fields) or by the home Coach (priority 3 & 4 fields) up until 1 hour prior to game time. If it is a “game time decision” and the opposing Coach cannot be reached, then the game may only be canceled at the site by mutual agreement between the home & opposing Coach up until game time. After game time, the umpire will have jurisdiction on cancellations.

Priority 1 & 2 Fields: Franklin Park, Purcellville
Woodgrove Park, Round Hill
Priority 3 & 4 Fields: Harmony Middle School, Hamilton,

Section 9.03 The Loudoun County Parks cancellation number for weekdays and weekends is (703) 777-0456. Call after 3:00 p.m. on weekdays and 7:00 a.m. on weekends. The Leesburg cancellation number for Freedom Park and Fox Ridge Park is (703) 737-7166.

Section 9.04 The WLGS� shall have the authority to set the date, time, and location for all rescheduling of canceled games. Games may be rescheduled for any available day.

Section 10.00 Conduct of Players and Others

Section 10.01 Code of Conduct - WLGS� is affiliated with Loudoun County Parks, Recreation and therefore the league shall abide by the conduct guidelines and penalties specified by PRCS and the following. Board Members, Parents, Spectators, Coach(s), Players, and Attendee shall not:

- a. **At any time, take any action which is unsportsmanlike towards another player.**
Penalty: Ejection from the game and suspension from the league until his/her case has been reviewed by the WLGS� board.
- b. **At any time lay a hand upon or shove an official or facility attendant.**
Penalty: Suspension from all sports activities sponsored by WLGS� and the Loudoun County Department of Parks, Recreation, and Community Services Department for a period of 1 year.
- c. **At any time strike an official or be guilty of physical attack as an aggressor upon any player or spectator.**
Penalty: Suspension from all sports activities sponsored by WLGS� or the Loudoun County Department of Parks, Recreation, and Community Services Department and possibility of assault charges being filed. Length of suspension will be determined on a case-by-case basis.
- d. **Bait or be guilty of objectionable demonstrations of dissent at an official's decision.**
Penalty: Players and Spectators: Warning by the official and/or ejection from the game. If ejected, the person is suspended from the next game his/her team plays. Coaches and Assistant Coaches: Ejection from the game and suspension from the league until his/her case has been reviewed by the WLGS� Board.
- e. **Refuse to abide by an official's decision.**
Penalty: Ejection from the game and suspension from the league until his/her case has been reviewed by the WLGS� Board.
- f. **Use unnecessarily rough tactics in the play of the game against the body or person of an opposing player.**
Penalty: Ejection from the game and suspension from the League until his/her case has been reviewed by the WLGS� Board.
- g. **Use of profanity or making an abusive verbal attack upon any official, facility attendant, player or spectator.**
Penalty: Players and Spectators: Ejection from the game and suspension from the next game his/her team plays. Coaches and Assistant Coaches: Ejection from the game and suspension from the league until his/her case has been reviewed by the WLGS� Board.
- h. **Disobey or attempt to circumvent League rules and regulations or the intent**

thereof.

Penalty: Ejection from the game and suspension for the remainder of the season.

i. Chanting or cheering in a degrading manner.

Penalty: Coaches and Assistant Coaches: Ejection from the game and suspension from the league until his/her case has been reviewed by the WLGSL Board.

Players and Spectators:

1st time: Warning

2nd time: Defensive team – batter gets walk, Offensive team- receives an out

3rd time: Forfeit

Section 10.02 If a player is ejected from a game, she is automatically suspended from the next game her team plays. A second offense by the same person shall result in additional disciplinary action, as directed by the WLGSL.

Section 10.03 Anyone who is placed on “probationary status” and is reported again for violating the “code of conduct” or League rules will be given a minimum penalty of suspension for the remainder of the season.

Section 10.04 Teams are responsible for the conduct of their spectators. Failure to attempt to control disruptive spectators may result in forfeiture to the opposing team.

Section 10.05 No person or persons shall possess and/or partake in smoking, alcoholic beverages or illegal drugs of any kind while participating either as a team member or spectator at programs administered by the WLGSL or the Loudoun County Parks, Community Services Department.

- a. Spectators will be asked to leave the facilities, and/or prosecuted. In all cases, player/spectator is subject to prosecution.

Section 10.06 Any player suspended or barred from participation in these leagues by the WLGSL or the Loudoun County Parks, Recreation and Community Services Department is ineligible to participate on any team in any league under the Loudoun County Parks, Recreation, and Community Services Department jurisdiction until the suspension is lifted. Suspended players must take the initiative to contact the WLGSL to apply for reinstatement of eligibility.

Section 10.07 Should the conduct of both teams (includes: Coaches, Players, Parents & Spectators), during a game, become unruly; the game shall immediately end and both teams forfeit.

Section 10.08 No sections of Rule 10.00 “Conduct of Players and Others” are subject to protest or review.

Section 10.09 ALL ACTIONS NEED TO BE REPORTED USING THE WLGSL ISSUE RESOLUTION PROCESS IN SECTION 1.11 OR THE WLGSL WILL NOT TAKE ANY ACTION.

Section 11.00 All-Star Teams

- Section 11.01 All-Star Teams are allowed with details to be determined by the current Board. Age Level Commissioners are responsible for their Age Group All-Star Teams.
- Section 11.02 Any All-Star Team shall use the WLGSL system and ensure that the WLGSL Treasurer is informed of all funds required for execution of the team. Selected team members will be responsible for all costs unless the Board votes to use League funds in part or in whole. The WLGSL Treasurer will then pay tournament fees, fees for uniforms, etc. using funds collected from the team members.
- Section 11.03 Coaches for All-Star Teams will be approved by the WLGSL Board. Coaches will select players for their teams using WLGSL try-outs. All proposed roster changes, (i.e., additions, deletions, etc.) must be made in writing and filed with the WLGSL prior to that player's participation in games. A team roster may be changed only by the WLGSL. Coaches do not have the authority to make roster changes without the consent of the Board. Coaches determine playing time of the players for All-Star teams and will set expectations with players and parents/guardians at the start of the season for the All-Star Team.
- Section 11.04 All-Star Team uniforms must use the WLGSL Board approved colors and contain the WLGSL logo on the uniform.
- Section 11.05 Any issues that develop with All-Star Teams will follow the WLGSL Issue Resolution process as defined in Section 1.11.
- Section 11.06 Teams and Coaches must be established within 2 weeks of the close of registration for each season.

Section 12.00 Travel Program

- Section 12.01 The WLGSL supports a Travel Program under the name of the Loudoun Liberty, which shall be considered tournament teams. The WLGSL is responsible for the management of the Travel Program and will do so through a standing committee known as the Travel Committee, which shall be comprised of no less than three and no more than five members who shall be nominated by the President at the first Board Meeting held in July of each year and approved by a majority vote of the Board at that meeting. Members of the Travel Committee shall serve one year terms that run from July 1 to June 30 unless removed by a supermajority vote of the Board prior to the conclusion of the term. There is no limit to the number of consecutive terms that can be served by any Travel Committee member. This committee shall coordinate and facilitate the Travel Program. All decisions of the Travel Committee are subject to review by the WLGSL Board but a supermajority vote of at least 2/3 of all members of the Board shall be required to reverse any decision of the Travel Committee. The WLGSL Travel Commissioner shall be the Chairman of the Travel Committee.

Section 12.02 The Travel Team season will run from tryouts in late July/early August, through August 15 of the following year.

- a) Teams are required to hold open tryouts every year.
- b) Tryouts will be advertised in the local media outlets or on the WLGS� website/email distribution. The ad must appear at least two weeks prior to the scheduled tryout date. The Travel Committee will be responsible for advertising the tryout.
- c) Ads for players may be placed at any time during the tournament season, generally from August of one year until July of the next year. It is the responsibility of the Head Coach to ensure ads are removed.
- d) Each girl who participates in a tryout must complete a WLGS� registration form prior to participating in the tryout. The registration form must include a liability waiver release form.
- e) The designated head coach must provide the Chair of the Travel Committee with at least ten (10) completed player acceptance forms and League player acceptance fee payments no later than September 15th.
- f) The Head Coach and Travel team members are required to enter registration information online in the WLGS� website. The player is not considered registered and eligible to compete in tournament play until the registration process has been satisfied.
- g) The Head Coach shall comply with county residency requirements when selecting the team. These requirements may be different by age division and may vary year to year. Any exceptions to the residency requirements must be approved by the Travel Committee before the player can be added to the roster.
- h) The Head Coach must notify the Chairman of the Travel Committee and get approval of the Committee of any roster changes that occur after the official roster is submitted in September. Any players added mid-season must still comply with the county residency requirements. The tournament team may invite players from the WLGS� House League to participate in practice activities. The Travel Committee shall adopt a written policy governing the use of non-WLGS� member players in both games and practices. All Travel teams shall abide by this policy as adopted by the Committee.
- i) It is the responsibility of the Travel Committee to select the number of Teams in each age division based on coach availability and player turnout and talent level. If multiple teams are selected, the teams will be differentiated by a color in each age division – as applicable. The Travel Committee will set the color designations each year.
- j) Initial Team Classification (A/B/C) will be determined by the head coach based on qualification, interest and experience of the coaches and players and then reported to the Travel Committee.

k) The Board shall approve the Head Coaches and Teams prior to the start of the Tournament season each year based on the recommendation of the Travel Committee.

l) The WLGSB Board reserves the right to release a Head Coach, only upon the recommendation of the Travel Committee, if it is in the best interest of the league.

m) Each Travel Team player will be required to complete a WLGSB registration form. The Travel Team Manager is responsible for ensuring the WLGSB registration fees, which shall be established from year to year by the League, are part of the Team's budget. Each Travel Team player will be required to pay the WLGSB registration fee pursuant to the financial policies and procedures as adopted by the Treasurer. These fees will be collected by the Team Manager and submitted to WLGSB.

n) Travel team players must meet and adhere to the Travel Code of Conduct as defined by the Travel Committee and the WLGSB Board.

o) All items for discussion, change, consideration, etc. shall be submitted to the Travel Commissioner who will present this information to the Board along with the Travel Committee's recommendation.

p) Head Coaches and Travel Team members shall agree to abide by these bylaws and agree that all committee and board decisions are final.

Section 12.03 Prospective Travel Team head coaches will be required to submit an application to the Travel Commissioner no later than June 1st, indicating the age group and division sought by that prospective coach. All Head Coaches will be notified of their selection no later than June 30th.

Head Coaches are required to live in Loudoun County. The WLGSB Board may grant exceptions to this rule upon recommendation of the Travel Committee. Exception requests must be submitted in writing to the Travel Commissioner, who will forward to the Board with the Committee's recommendation for consideration.

The Travel Teams Committee will review prospective head coach's applications and submit a recommendation to the Board for approval.

Selection of Assistant Coaches is the responsibility of the Head Coach.

Head Coaches and Assistant Coaches must undergo a background check. Any issues arising from the background checks will be discussed and adjudicated by the Board.

Travel Team Coaches must meet and adhere to the Travel Coaches Code of Conduct developed by the Travel Committee and approved by the Board.

Travel Team Coaches are expected to attend meetings as called by the Travel Committee or the Board.

Travel Team Coaches will provide the Travel Commissioner with a complete team roster to include coach and player full name, school, birth date, current address, home phone number and e-mail address, with the initial organization of the team in September and updated in the spring.

Section 12.04 Tournament Teams will be responsible for providing all of their uniforms. Uniform logos and colors will be in accordance with the guidelines defined by the Travel Committee. No modifications to the uniform guidelines will be allowed without written approval from the Travel Committee.

Team banners (and all formal illustrations, graphics, brochures, flyers, letterhead, etc.) must contain approved Team and WLGSL logos.

Section 12.05 The Travel Team shall either purchase their own equipment from team funds or get equipment from the League. Coaches may use their own personal equipment.

The Head Coach shall assume full responsibility for all equipment provided by the league. The Head Coach shall assume responsibility to size equipment properly. The Head Coach shall assume the responsibility to replace worn and damaged equipment when needed. Any additional equipment will be purchased by the Travel Teams from funds raised by the Travel Team and will become the property of WLGSL.

Each Team Manager is required to submit an inventory of all equipment to the Equipment Manager at the end of the season. The equipment stays with a team until it “ages” out or disbands, at which time the equipment is returned to the league.

WLGSL will consider each Travel Team as a league team and will provide access to the training equipment, services and facilities as they would any other WLGSL team.

The league will provide practice and game field slots to the Travel Teams as follows:

Two weekday field slots and one weekend field slot. Additional slots as available. One weekday field slot must be on a field with a batting cage.

Travel Team Managers will be responsible for submitting field requests to the WLGSL Scheduler. All practice field slots will be scheduled through the Scheduler. Travel Teams cannot allocate field slots to other teams or organizations.

Section 12.06 Each Team Manager of each team is responsible for all of their team operating expenses.

Each Team Manager of each team is responsible for all of their fundraising activities. Fundraising activities must be coordinated with the Board Director of Fundraising/Communications.

The Team Manager of each team is required to submit an estimated operating budget, to the Travel Commissioner prior to tryouts. This is to be updated in the spring and upon request of the Travel Commissioner. The Team Manager will be responsible to provide this information to the Treasurer for review.

Each Team Manager will agree to full disclosure to the Treasurer and Travel Commissioner of all account information and to abide by all financial reporting policies and procedures as shall be adopted from year to year by the Treasurer and provided to each Team Manager.

Failure of the Travel team to comply with the reporting and documentation requirements as set forth by the WLGSL Treasurer is grounds for dissolution of the team by the Travel Committee.

No funds may be used except in support of the Travel Team's activities.

Any excess funds that have not been returned to players at the conclusion of the season may be rolled forward from one year to the next. If the team is dissolved, any remaining funds may be returned in proportion to each participating family. Unclaimed funds will become the property of the WLGSL.

At the conclusion of a tournament season, the Team Manager will provide all participating families with a summary financial report for the travel team. Such summary financial report will be reviewed and approved by the WLGSL Treasurer whom shall be copied on the email transmittal of such information.

Any WLGSL Board member, with full knowledge of the WLGSL Board, shall be permitted to inspect and review all financial records associated with the travel teams.

Section 12.07 The Loudoun Liberty Program shall endeavor to field at least one team in each age division – 10U, 12U, 14U, 16U. As detailed above, the fielding of more than one team at any age division shall be at the sole discretion of the Board, upon recommendation of the Travel Committee.

From time to time, the Travel Committee shall adopt guidelines regarding team interaction and mentoring between WLGSL House, All-Star and Travel

Programs. Each Head Coach shall be required to comply with these guidelines.

Section 12.08 The board reserves the right to modify or add guidelines on an as needed basis upon recommendation from the Travel Committee.